February 02, 2022

DERRICK OVERBAY
ENCORE ARCHITECTS
1402 3RD AVE STE 1000
SEATTLE, WA 98101

Record Number: 008264-21PA
Project Address: 3020 NE 45TH ST
                    SEATTLE, WA 98105

Hello,

Your project is subject to Design Review and the Seattle Municipal Code (SMC)* requires you to conduct public outreach prior to submitting your Early Design Guidance (EDG) application. Many projects experience a smoother Design Review process when dialogue with the community happens early in the process. We anticipate this to be a 4-6 week process and the Seattle Department of Neighborhoods (DON) is committed to helping you meet that target.

To begin your outreach process please send the following information to DREarlyOutreach@seattle.gov to be posted on the Early Outreach for Design Review Projects Blog [http://designreviewoutreach.seattle.gov/]:

    Project Address:
    Brief Description [2-3 sentences]:
    Contact Information:
    Neighborhood:
    In Equity area:

For outreach options and requirements, review SDCI 4-2018 / DON 1-2018 Director's Rule: Early Community Outreach for Design Review [seattle.gov/dpd/codes/dr/DR2018-4.pdf]

For suggested outreach plans, see: Examples Of Early Community Outreach Plans For Design Review [seattle.gov/Documents/Departments/Neighborhoods/Shared/Early_Outreach_Options.pdf]

The Early Outreach Resource Hub [seattle.gov/neighborhoods/outreach-and-engagement/design-review-for-early-outreach] was created with tools to help you succeed, including:

- The Community Connector: a web-database of community groups and their contact information;
- Spacefinder: a web resource for finding event and meeting venues;
- Tips for equitable and inclusive engagement;
- Templates and guidance for meetings and events, and more.

DON will need to review and approve your completed outreach before SDCI will schedule your EDG meeting

For questions, please use the following email address: DREarlyOutreach@seattle.gov

*SMC 23.41.014.B (Full Design Review), SMC 23.41.016.B (Administrative Design Review), and SMC 23.41.018.B (Streamlined Design Review) for the full Code language."